

# Video editor

## About Concordia Lifelong Learning

Lifelong Learning is the department under which [Continuing Education](#), the [John Molson Executive Centre](#) and the [Language Test Centre](#) operate. As a hub for adult learning, our department seeks to deliver excellent professional development experiences.

## Job description

Concordia's Lifelong Learning department is seeking a video editor to edit Zoom webinars into several versions: 30-minutes for Concordia's Youtube channel, and shorter clips for web, socials and advertising.

This is a casual position (work will be sporadic). The work can be done remotely, although occasional in-person meetings may be required at our downtown office.

Candidates must have all the software and equipment required to edit videos. You may use the video editing software of your choice.

Compensation is at a rate of \$22 per hour.

## Responsibilities

- Watching each webinar in its entirety to ensure understanding of the topic at hand, and to identify some of the best soundbites for the shorter clips
- Editing all 2025-26 webinars in the next few weeks
- Ensuring 30-minute webinar videos are available 1-2 days after the webinar itself
- Occasionally editing non-webinar videos
- Assembling raw footage and transferring or uploading to a computer
- Adding graphics to enhance footage, if necessary
- Improving and correcting lighting, coloring and faulty footage
- Working closely with the Marketing Coordinator to present a final product that matches their vision
- Making revisions to edits upon request
- Organize and archive digital footage, graphics, and audio assets for future accessibility
- Export final videos in various formats optimized for social media, broadcast, or web viewing

## Qualifications

- Must be a Concordia student (full- or part-time)
- Must have a strong command of the English language since all videos are in English

- Must have a demo reel
- Must have at least 3 years of video editing experience
- Experience editing professional, corporate or marketing videos is ideal, but not required
- Able to adapt horizontal videos to multiple formats
- Ability to implement feedback from directors, clients, or stakeholders and work under tight deadlines
- Must have a keen eye for audio and visual continuity
- Must have a strong sense of narrative, rhythm and timing

Interested? Send your CV and demo reel to [olivia.collette@concordia.ca](mailto:olivia.collette@concordia.ca).

Deadline to apply: June 5, 2026